



**The University of Fiji**

**(An Entity of Arya Pratinidhi Sabha of Fiji)**

# **SCHOOL OF HUMANITIES & ARTS**

## **STUDENT ORIENTATION 2022**

# Welcome Speech from Dean of School- Professor Tupeni Baba



**Professor Tupeni Baba** Ph.D Macq, MEd. Syd. BA, DipEd. NE

Professor Tupeni Baba, Professor in Education and Dean of School of Humanities and Arts (SoHA), is a renowned academic and former political leader. He has been a Foreign Minister and Deputy Prime Minister in his political career. Professor Baba has been a Consultant in areas of Research, Evaluation, Pacific Education and Pacific Development and has a varied range of publications with the most recent one being *'Na Vuku ni Vanua: Wisdom of the Land'* (2014).

Greetings and welcome to the School of Humanities & Arts (SOHA), one of the most vibrant and dynamic schools at the University of Fiji. The School of Humanities & Arts endeavors to respond to the world's greatest challenges with agenda-setting research on human societies, institutions, minds, arts, and cultures. With outstanding undergraduate, graduate and doctoral programs and its world-renowned staff, SOHA has become the home to an interdisciplinary and highly creative research community. The academic mission of the school is to conduct research and offer degree programs that are rigorous, innovative, and responsive to contemporary problems and prospects; and to equip all students with the skills and outlooks needed to address complex social issues in their lives and in becoming responsible citizens of the country. The School of Humanities & Arts consists of the Education and the Department of Language Literature and Communications (English/Hindi). Moreover, the Schools encourages interdisciplinary, research with other disciplines and Schools of the University on contemporary challenges relating to issues and topics on sustainability and the changing nature of work as these effects education, schooling and way of life of our people.



**The University of Fiji**  
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# DEPARTMENT OF EDUCATION

## Orientation Package



# Welcome Message from Head of Department



***Associate Professor Dr. Wahab Ali***

Greetings and welcome to the Education Department.

Foremost, thank you for selecting The University of Fiji for your tertiary education in Fiji.

I am Associate Professor, Dr. Wahab Ali and I am the Head of the Education Department in the School of Humanities & Arts. I am based in Room B313 and my contact details are available in the induction package.

Since you have already enrolled in a particular program, you will be assigned an academic advisor who will advise and guide you if you face any difficulties.

You will also come to know that there are many student support services available at the university. We have a student counselor- if you need any counseling services and the IT department who are always supportive and helpful to students.

The staff in the Education Department are highly qualified and are experts in their own fields. All staff are well versed with online, blended and face-to-face modalities.

Your lecturers will be your first point of contact and feel free to seek clarifications about assignments and issues of interest to you.

All staff are professionally friendly, approachable and considerate in nature. Be rest assured you are in safe hands and together we will make your learning journey an enriching and enjoyable one. Thank you and I look forward to seeing you soon!

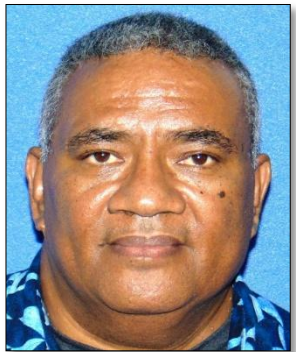
# Department of Education Staff



**Associate Professor Dr. Wahab Ali**  
**Head of Education Department**



**Prof Tupeni Baba**  
**Professor in Education**



**Mr Iowane Tiko**  
**Lecturer in Education**



**Mr Ruveni Tuimavana**  
**Lecturer in Education**



**Ms Atelini Bai**  
**Lecturer in Education**



**Ms Prathika Gounder**  
**Lecturer in Education**





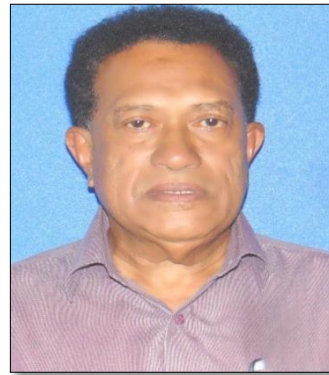
**Ms Mohini Devi**  
**Lecturer in Education**



**Ms Nanise Vakarau**  
**Lecturer in Education**



**Mr Davendra Sharma**  
**Lecturer for UUU Courses**



**Mr Lorima Voravora**  
**Part-Time Lecturer in Foundation**



**Ms. Shelly Reddy**  
**Administrative Assistant**  
**School of Humanities and Arts**

## Department of Education Programs

| Program                                     | Courses offered this semester  | Course coordinators / advisors   | Contact details  |
|---|--|--|--|
| Foundation Social Science                   | <ul style="list-style-type: none"> <li>• LLCF11</li> <li>• HICF11</li> <li>• ITKF11</li> <li>• HISF11</li> <li>• GEOF11</li> </ul> | Mr Lorima Voravora – Part Time Lecturer  | Email: <a href="mailto:lorimav@unifiji.ac.fj">lorimav@unifiji.ac.fj</a><br>Phone: 6640600 Ext: 144   |
| Undergraduate Diploma in Counselling        | <ul style="list-style-type: none"> <li>• COU101</li> <li>• COU102</li> </ul>   | Associate Professor Dr. Wahab Ali<br>Ph.D UNE., MEd (Math) Deakin, MEd, PGDipTT, PGDipEd, BEd, DipEd Admin. S.Pac.   | Email: <a href="mailto:WahabA@unifiji.ac.fj">WahabA@unifiji.ac.fj</a><br>Phone: 6640600 Ext: 154   |
| Bachelor of Teaching (Primary)              | <ul style="list-style-type: none"> <li>• EDU 120</li> <li>• ITC 100</li> <li>• UUU100</li> <li>• LLC 101</li> </ul>                | Mr Ruveni Tuimavana MA ,<br>PGDip. Ed, BEd,. S.Pac. PTC. LTC   | Email: <a href="mailto:RuveniT@unifiji.ac.fj">RuveniT@unifiji.ac.fj</a><br>Phone: 6640600 Ext: 144   |
| Bachelor of Teaching Primary (In – Service) | <ul style="list-style-type: none"> <li>• EDU220</li> <li>• EDU323</li> <li>• EDU326</li> </ul>                                     | Mr Ruveni Tuimavana MA ,<br>PGDip. Ed, BEd,. S.Pac. PTC. LTC<br><br>Ms Prathika Gounder MEd., PCTT.<br>PGDip. B.Ed S.Pac., Cert Counslg<br>TPAF., Cert IV TAE APTC | Email: <a href="mailto:RuveniT@unifiji.ac.fj">RuveniT@unifiji.ac.fj</a><br>Phone: 6640600 Ext: 144<br><br>Email: <a href="mailto:PrathikaG@unifiji.ac.fj">PrathikaG@unifiji.ac.fj</a><br>Phone: 6640600 Ext: 146 |

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|--|---|--|---|
| <p><b>Graduate Diploma in Teaching</b></p>       | <ul style="list-style-type: none"> <li>• EDU313</li> <li>• EDU312</li> <li>• EDU315-</li> <li>• EDU316 - Professional Experience I – 8 weeks</li> </ul> | <p><b>Saweni Coordinator</b></p> <p>Ms Atelini Vesikula Bai PTC. LTC, PGDip. UniFiji. MEdL. PMCE.UniFiji</p> <p><b>Suva Coordinator</b></p> <p>Ms Nanise Vakarau MEd., Huazhong,PTC. LTC, TCert. NTC, BA PGDip. Ed. S.Pac</p>  | <p><b>Ph: 6640600 ext 133</b><br/> <b>Email: <a href="mailto:AteliniB@unifiji.ac.fj">AteliniB@unifiji.ac.fj</a></b></p> <p><b>Ph: 3373614 ext 309</b><br/> <b>Email: <a href="mailto:NaniseV@unifiji.ac.fj">NaniseV@unifiji.ac.fj</a></b></p>               |
| <p><b>Postgraduate Diploma In Leadership</b></p> | <ul style="list-style-type: none"> <li>• EDU418</li> </ul>  | <p><b>Suva Campus Coordinator</b></p> <p>Ms Mohini Devi , MEDL, PGDip EdL. UniFiji, BEd, DipEdLeadChang. S.Pac, DipEd. FCAE</p> <p><b>Saweni Campus Coordinator</b><br/> Ms Prathika Gounder MEd., PCTT. PGDip. B.Ed S.Pac., Cert Couslg TPAF., Cert IV TAE APTC</p> | <p><b>Email: <a href="mailto:MohiniD@unifiji.ac.fj">MohiniD@unifiji.ac.fj</a></b><br/> <b>Phone: 679 3373614 Ext: 310</b></p> <p><b>Email: <a href="mailto:PrathikaG@unifiji.ac.fj">PrathikaG@unifiji.ac.fj</a></b><br/> <b>Phone: 6640600 Ext: 146</b></p> |
| <p><b>Master of Educational Leadership</b></p>   | <ul style="list-style-type: none"> <li>• EDU418</li> <li>• EDU407</li> </ul>  | <p><b>Associate Professor Dr. Wahab Ali</b><br/> Ph.D UNE., MEd (Math) Deakin,</p>   | <p><b>Email: <a href="mailto:WahabA@unifiji.ac.fj">WahabA@unifiji.ac.fj</a></b><br/> <b>Phone: 6640600 Ext: 154</b></p>   |



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|   | <ul style="list-style-type: none"> <li>• EDU408</li> </ul>                   | <p>MEd, PGDipTT, PGDipEd, BEd,<br/>DipEd Admin. S.Pac.</p>  |   |
| Postgraduate Diploma In Education       | <ul style="list-style-type: none"> <li>• EDU409</li> <li>• EDU418</li> </ul> | <p>Associate Professor Dr. Wahab Ali<br/>Ph.D UNE., MEd (Math) Deakin,<br/>MEd, PGDipTT, PGDipEd, BEd,<br/>DipEd Admin. S.Pac.</p> <p>Mr Iowane Tiko M.Ed, PGDip,<br/>BEd, S.Pac PG Cert. Tertiary<br/>Teaching</p> | <p>Email: <a href="mailto:WahabA@unifiji.ac.fj">WahabA@unifiji.ac.fj</a><br/>Phone: 6640600 Ext: 154</p> <p>Email: <a href="mailto:IowaneT@unifiji.ac.fj">IowaneT@unifiji.ac.fj</a><br/>Phone: 6640600 Ext: 139</p> |
| Master of Teaching                      | <ul style="list-style-type: none"> <li>• EDU407</li> <li>• EDU408</li> </ul> | <p>Associate Professor Dr. Wahab Ali<br/>Ph.D UNE., MEd (Math) Deakin,<br/>MEd, PGDipTT, PGDipEd, BEd,<br/>DipEd Admin. S.Pac.</p> <p>Mr Iowane Tiko M.Ed, PGDip,<br/>BEd, S.Pac PG Cert. Tertiary<br/>Teaching</p> | <p>Email: <a href="mailto:WahabA@unifiji.ac.fj">WahabA@unifiji.ac.fj</a><br/>Phone: 6640600 Ext: 154</p> <p>Email: <a href="mailto:IowaneT@unifiji.ac.fj">IowaneT@unifiji.ac.fj</a><br/>Phone: 6640600 Ext: 139</p> |
| Doctor of Philosophy (Phd) In Education | <ul style="list-style-type: none"> <li>• EDU700</li> </ul>                   | <p>Associate Professor Dr. Wahab Ali<br/>Ph.D UNE., MEd (Math) Deakin,<br/>MEd, PGDipTT, PGDipEd, BEd,<br/>DipEd Admin. S.Pac.</p>  | <p>Email: <a href="mailto:WahabA@unifiji.ac.fj">WahabA@unifiji.ac.fj</a><br/>Phone: 6640600 Ext: 154</p>  |

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|--|---|--|---|
|  |   | Professor Tupeni Baba, Ph.D<br>Macq, MEd Syd. BA, DipEd NE   | Email: <a href="mailto:TupeniB@unifiji.ac.fj">TupeniB@unifiji.ac.fj</a><br>Phone: 6640600   |
| University-Wide<br>Programme (Uuu)                   | <ul style="list-style-type: none"> <li>• UUU100</li> <li>• UUU200</li> <li>• UUU300</li> </ul>                      | Davendra Sharma M.A, PGDip,<br>BEd, Dip. Ed S.Pac<br><br>Kelemen Navucu<br>Part Time Lecturer<br>University Wide Program | Email: <a href="mailto:davendras@unifiji.ac.fj">davendras@unifiji.ac.fj</a><br>Phone: 697 6640600 Ext 124<br><br>Email kelemenin@unifiji.ac.fj<br>Phone : 679 6640600 |
| Master of Arts In<br>Governance And Public<br>Policy | <ul style="list-style-type: none"> <li>• UUU401</li> </ul>  | Davendra Sharma M.A, PGDip,<br>BEd, Dip. Ed S.Pac  | Email: <a href="mailto:davendras@unifiji.ac.fj">davendras@unifiji.ac.fj</a><br>Phone: 697 6640600 Ext 124   |
| Bachelor of Inter-<br>Disciplinary Studies (Bis)     | <ul style="list-style-type: none"> <li>• BIS 100</li> <li>• UUU100</li> <li>• LLC 101</li> <li>• ITC 100</li> </ul> | Davendra Sharma M.A, PGDip,<br>BEd, Dip. Ed S.Pac  | Email: <a href="mailto:davendras@unifiji.ac.fj">davendras@unifiji.ac.fj</a><br>Phone: 697 6640600 Ext 124   |

# Secondary Teaching Qualification

## ***Admission Requirements:***

A pass in the Fiji Seventh Form Examination with a total of 250 or more marks in four subjects including 50% in English and Mathematics or equivalent as per the University Academic & Student Regulations. Interviews form an integral part of the selection process.

The following programs will be offered for students intending to become teachers. Students can directly enroll in the four-year program.

|   |   |
|---|---|
| <b>Bachelor of Arts-GDT</b>                     | The majors accepted are: <ul style="list-style-type: none"><li>• English Language with Hindi</li><li>• English Language with ITK (vosa Vaka Viti)</li></ul>   |
| <b>Bachelor of Science-GDT</b>                  | The majors accepted are: <ul style="list-style-type: none"><li>• Biology with Chemistry</li><li>• Maths with Physics</li><li>• Chemistry with Maths</li><li>• Maths with Information Technology</li></ul> |
| <b>Bachelor of Commerce-GDT</b>                 | The majors accepted are: <ul style="list-style-type: none"><li>• Economics with Accounting</li></ul>  |
| <b>Bachelor of Information Technology - GDT</b> | <b>Computer Science</b>   |

## **Program Coordinators and Advisors**

**Ms Prathika Gounder**

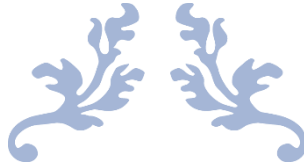
**Email:** [PrathikaG@unifiji.ac.fj](mailto:PrathikaG@unifiji.ac.fj)

**Phone:** 6640600 Ext: 146



# **The University of Fiji**

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## **Department Of Language Literature & Communication**

# Welcome Message Head of Department – Language, Literature and Communication –



**Dr. Kamala Naiker**

Phd, MA, PGDip, BEd, DipEd, S. Pac

Welcome to the Department of Language, Literature and Communications at the University of Fiji. We are overwhelmed as a department to allow eager learners to get to know us and discover what you will learn as English major. Our courses and teaching are designed to provide effective training for students who need English for their work, study, travel or personal pleasure. With the passing of a decade, the Department has progressed extensively, with inclusion of new programmes, fresh courses and student numbers. The Department has spread its wings to provide meaningful Learning to our students outside of Saweni Campus. A rigorous marketing should see the Department reach its pinnacle of success.

Majoring in English at UniFiji includes an array of options that allows zealous learners to create their own educational path to the BA in English/English Literature. We offer four exciting undergraduate concentrations that give interested learners the opportunity to study an area of English in depth: BA Single Major in Literature and Language, BA Double Major in Literature and Language, Diploma in Literature and Language and Basic English Conversation Course for Beginners and non-English Speakers. We are delighted that we have Korean, Japanese and Chinese students enrolling in this course. The Department is looking at a wider scope in terms of enrolment. The University is pleased to have students from a diversity of cultures and the Department members respond to their needs and ways of thinking.

In liaison with Fiji's National Curriculum Framework, the Department has ensured that the Graduands fit into the school system teaching comfortably. Adding courses in another discipline enhances the career opportunities of students with English major. Courses in management, business, computing, and graphic design make these students even more attractive to potential employers. The following are just some of the wide range career possibilities available to

students with a Bachelor of Arts degree with English major: writing and publishing, entertainment, business and government and non-profit organisations.

In addition, whether or not one may choose an area of concentration as English major, one graduates with six skills that are essential in today's world: excellent written and verbal communication skills, an awareness of and respect for diverse ideas and viewpoints, the ability to analyse and understand complex ideas and texts, experience in inventing drafting, editing, and publishing both printed and electronic texts, a knowledge of the history of spoken language, written literature, rhetoric, and communication technologies and the ability to collaborate on complex research and writing tasks. By offering our Programmes, we have created a solution to facilitate more and more people take advantage of that global demand in a flexible and affordable way.

Our faculty members include Linguists, Technical Writing Scholars, Creative Writers and Literature Specialists: Ms. Manpreet Kaur, Ms. Vandana Nath, Ms. Suvishna Singh, Mr Satish Nand, Mrs. Manisha Ramrakha, Mrs. Parvin Lata. The Department members are actively engaged in academic research and preparation of papers for international and national conferences.

The Department prides itself for organising and catering for myriad learning needs to best suit the global language needs and respond in a favourable way through various in-house Co-Curricular Activities: UniFiji Creative Circle/Writer's Workshop/Writers' Association/First Landing Chronicle: students' original articles edited and displayed, Oratory competitions and Essay writing competitions.

Moreover, it is pleasing to note that through First landing Chronicles the Department encompasses the significance of Fiji's vernacular languages. First Landing Chronicle: students' original articles edited and displayed, paintings, drawings and cartoon strips have lived up to its name by including yet another form of art. Both scholars and academicians marvel creativity at its best and enjoy every minute of this enlivening and vitalizing work of talented artists, writers and designers.




This is just a pebble in the pond, for the Department of Language, Literature and Communication for we wish to keep bringing forth enchanting and artistic art of creativity as we progress.


### **Link for Online Video by Dr Naiker**



<https://drive.google.com/file/d/1n9Zt0rg9UN6ZxlGDmTWgdIPiYnlpeoYT/view?usp=drivesdk>






# Department Academic Staff Details

| No. | Staff               | Bio   | Picture   |
|-----|---------------------|---|---|
| 1.  | Professor Subramani | <b>Adjunct Professor</b><br>BA (Christchurch), Dip.Teaching (Christchurch), MA ( New Brunswick), PhD (USP)<br>Email: <a href="mailto:subramani@unifiji.ac.fj">subramani@unifiji.ac.fj</a>   |     |
| 2.  | Dr. Kamala Naiker   | <b>Head of Department Senior Lecturer</b><br>Language, Literature & Communication Department<br>Phd, MA, PGDip, BEd, DipEd, S. Pac<br>Phone: +679 9263465<br>Email: <a href="mailto:kamalan@unifiji.c.fj">kamalan@unifiji.c.fj</a>  |    |
| 3.  | Ms. Manpreet Kaur   | <b>Lecturer</b><br>Language, Literature & Communication Department<br>MA in English, PGD in English (Literature), BEd (Literature/Language), Certificate in Computing NZPTC.<br>Currently pursuing PhD in English Literature.<br>Academic Advisor for 200 Level<br><br>Phone: +679 9714432<br>Email: <a href="mailto:manpreetk@unifiji.ac.fj">manpreetk@unifiji.ac.fj</a> |  |

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|----|----------------------|---|---|
| 4. | Ms. Vandana Nath     | <b>Teaching Assistant</b><br>Language, Literature & Communication Department<br>MA in English, PGD in English (Literature), BEd (Literature/Language), Certificate in Computing NZPTC.<br>PhD in English Literature (In-progress)<br>Phone: +679 9343303<br>Email: <a href="mailto:vandan@unifiji.ac.fj">vandan@unifiji.ac.fj</a> |      |
| 5. | Ms. Manisha Ramrakha | <b>Lecturer</b><br>Language, Literature & Communication Department, Hindi Section<br>MA in Hindi, MA in Economics<br>B.Ed.(Language / Literature), BA (Bachelor of Arts-Hindi, English, Psychology & History)<br>Phone: +679 9478579<br>Email: <a href="mailto:manishar@unifiji.ac.fj">manishar@unifiji.ac.fj</a>                 |    |
| 6. | Ms. Parvin Lata      | <b>Assistant Lecturer</b><br>Language, Literature & Communication Department, Hindi Section<br>PGD in Hindi Literature, BA (Hindi/English), GDT, MA in Hindi Literature (In Progress)<br>Phone: +679 9730628<br>Email: <a href="mailto:parvinl@unifiji.ac.fj">parvinl@unifiji.ac.fj</a>   |   |
| 7. | Ms. Suvishna Singh   | <b>Part-Time Assistant Lecturer</b><br>Language, Literature & Communication Department<br>PGD in English (Literature), BA (English/Hindi), GDT, MA in English Literature (In Progress)<br>Academic Advisor for Foundation<br>Phone: +679 9413006<br>Email: <a href="mailto:suvishnas@unifiji.ac.fj">suvishnas@unifiji.ac.fj</a>   |  |

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| 8. | Ms. Washni Kumar | <b>Part-Time Teaching Assistant</b><br>Language, Literature & Communication Department<br>BA (English/Hindi), GDT,<br>Research Scholar/Passionate in Indian Diaspora, Girmit Ideology and Gender Studies.<br>Currently enrolled in PGD (English Literature)<br>Phone: +679 9355338<br>Email: <a href="mailto:washnik@unifiji.ac.fj">washnik@unifiji.ac.fj</a>       |   |
| 9. | Mr. Dip Maharaj  | <b>Part-Time Teaching Assistant</b><br>Language, Literature & Communication Department<br>BA (English/Hindi), GDT,<br>Research Scholar/Passionate in postcolonial literature, gender issues and Indian indentureship.<br>Currently enrolled in PGD (English Literature)<br>Phone: +679 9811963<br>Email: <a href="mailto:dipm@unifiji.ac.fj">dipm@unifiji.ac.fj</a> |  |

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|-----|---------------------|---|--|
| 10. | Mr. Sailesh Narayan | <p>Part-Time Teaching Assistant<br/>Language, Literature &amp; Communication<br/>BA (English/Hindi), GDT<br/>Research Scholar / Interest in<br/>Identity, Postcolonial Literature<br/>Currently enrolled in PGD (English Literature)<br/>Academic Advisor for 100 Level</p> <p>Phone: +679 8798076<br/>Email: <a href="mailto:saileshn@unifiji.ac.fj">saileshn@unifiji.ac.fj</a></p>                                  |     |
| 11. | Mr. Satish Nand     | <p>Assistant Lecturer<br/>Language, Literature &amp; Communication Department<br/>DipEd(English/Social Science)<br/>BEd Secondary<br/>Post Graduate Diploma in Language &amp; Literature<br/>MA in English Literature (in Progress)<br/>Academic Advisor for 300 Level</p> <p>Phone: +679 9811009<br/>Email: <a href="mailto:satishn@unifiji.ac.fj">satishn@unifiji.ac.fj</a></p>                                     |   |
| 12. | Ms. Rayneet Reddy   | <p><b>Part-Time Assistant Lecturer</b><br/>Language, Literature &amp; Communication Department<br/>Diploma in Education (Hindi/Counselling)<br/>Bachelor of Arts (English/ Hindi)<br/>PGD in English Literature, MA in English Literature (In Progress)<br/>Academic Advisor for Postgraduate Programmes</p> <p>Phone: +679 9479251<br/>Email: <a href="mailto:rayneetr@unifiji.ac.fj">rayneetr@unifiji.ac.fj</a></p> |  |

## LLC Programme Structure

### [Foundation Studies](#)

## **Undergraduate Programmes**

[Diploma in English Language and Literature](#)

[Bachelor of Arts double major in Language and Literature and Hindi Language and Indian Culture](#)

[Bachelor of Arts double major in English Language and Literature and itaukei](#)

[Bachelor of Arts double major in English Language and Literature and Management](#)

[Bachelor of Arts double major in English Language and Literature and Information Technology](#)

### **Hindi Language and Indian Culture**

The Department of Language, Literature and Communication offers the following Hindi Language and Indian Culture Programmes:

[Diploma in Hindi Language and Indian Culture](#)

## **Postgraduate Programmes**

[Postgraduate Diploma in English Literature](#)

[Postgraduate Diploma in Teaching English as a Second Language](#)

[Master of Arts in English Literature](#)

[Master of Arts in Teaching English as a Second Language](#)

[Doctor of Philosophy \(PhD\) in English Studies](#)

### **Hindi Language and Indian Culture**

The Department of Language, Literature and Communication offers the following Hindi Language and Indian Culture Programmes:

[Postgraduate Diploma in Hindi Literature](#)

[Master of Arts in Hindi Literature](#)

## **Language, Literature and Communication Department Co- Curricular Activities**

The Department of Language, Literature and Communication strive to provide exceptional extracurricular activities to our students. Our co-curricular activities offer a diverse range of academic, cultural and spiritual opportunities that enrich student learning and inculcate holistic development. The department celebrates the talents of every student through various activities such as Unifiji Creative Circle, Poetry and Language Day, and Drama presentations. Another highlight is the First Landing Chronicle: students' original articles edited and displayed.

Students are also given opportunities to participate in meke's, island fusion, paintings, weaving competition, drawings, musical band, staging dramas, writing their own poems and elaborating on the significance of mother tongue while promoting language and cultural diversity at the University community. Both staff and students showcase art and creativity at its best and enjoy the enlivening work of talented artists, writers and designers.

The Department also offers opportunities for students to participate in Oratory and Essay writing competitions, Holi and Diwali celebrations, together with Girit and Hindi Diwas, hence representing a network of diverse and talented individuals to become active members of their community. It is indeed a privilege to be part of an innovative and creative department at The University of Fiji and with this, The Department of Language, Literature and Communication wishes to keep bringing forth enchanting and inventive art of creativity as we progress.

## **Language, Literature and Communication Department Community Engagement**

The staff are actively involved in community engagement projects to offer their services in terms of knowledge and/or financial assistance. The department reaches out to the community to speak on issues such as women's health, education, financial management, culture, languages and overall guidance on pressing issues in Fiji. Donations are also given to charitable organizations in the west to assist the poor, needy and helpless members of the society.

## **LLC Programme Details and Student Experiences**

[LLC Programme Details and Student Experiences](#)



## **Important Dates**

**Lectures Commence Saweni & Samabula**

**Campus: Monday 21 March 2022**

### **Penalty Dates**

|                                 | <b>Penalty Dates</b>  |
|---------------------------------|---|
| <b>Friday 1<br/>April 2022</b>  | <b>last date of enrolment without<br/>a late enrolment fee<br/>last date for withdrawal<br/>without any penalty</b> |
| <b>Friday 8<br/>April 2022</b>  | <b>Withdrawal with 25% penalty</b>  |
| <b>Friday 15<br/>April 2022</b> | <b>Withdrawal with 50% penalty</b>  |
| <b>Friday 22<br/>April 2022</b> | <b>Withdrawal with 75% penalty</b>  |
| <b>Friday 29<br/>April 2022</b> | <b>Withdrawal with full fees<br/>charged</b>  |

# Academic And Events Calendar 2022

| Date | Day      | January  |
|------|----------|--|
| 1    | Saturday | New Year's Day   |
| 31   | Monday   | MBA and Year 2 BMHS Trimester 1 Enrolment Begins         |
|      |          | February   |
| 5    | Saturday | MBA and Year 2 BMHS Trimester 1 Enrolment Ends           |
| 6    | Sunday   |  |
| 7    | Monday   | MBA and Year 2 BMHS Trimester 1 Begins                   |
| 24   | Thursday | Students Orientation                                     |
| 25   | Friday   | Students Orientation                                     |
|      |          | March  |
| 10   | Thursday | Students Orientation                                     |
| 11   | Friday   | Students Orientation                                     |
| 12   | Saturday | Semester 1 Counselling and Enrolment Ends                |
|      |          | Semester 1 Begins  |
| 21   | Monday   | BMHS Trimester 1 Begins                                  |
|      |          | April  |
| 15   | Friday   | Good Friday  |
| 16   | Saturday | Easter Saturday  |
| 17   | Sunday   |  |
| 18   | Monday   | Easter Monday  |
| 25   | Monday   | MBA and Year 2 BMHS Trimester 1 Study Break Begins       |
| 29   | Friday   | MBA and Year 2 BMHS Trimester Study Break Ends           |
|      |          | May  |
| 2    | Monday   | MBA and Year 2 BMHS Trimester 1 Final Examination Begins |
| 6    | Friday   | MBA and Year 2 BMHS Trimester 1 Final Examination Ends   |
| 9    | Monday   | Mid Semester Break Begins                                |

|    |          |  |
|----|----------|--|
| 13 | Friday   | Mid Semester Break Ends                                  |
| 16 | Monday   | Semester 1 Resumes                                       |
| 23 | Monday   | MBA and Year 2 BMHS Trimester 2 Enrolment Begins         |
| 27 | Friday   | MBA and Year 2 BMHS Trimester 2 Enrolment Ends           |
| 30 | Monday   | MBA and Year 2 BMHS Trimester 2 Begins                   |
|    |          | June   |
| 10 | Friday   | BMHS Trimester 1 Ends                                    |
| 13 | Monday   | BMHS Trimester 2 Begins                                  |
|    |          | July   |
| 4  | Monday   | Semester 1 Study Break Begins                            |
| 8  | Friday   | Semester 1 Study Break Begins                            |
| 11 | Monday   | Semester 1 Final Examination Begins                      |
| 22 | Friday   | Semester 1 Final Examination Ends                        |
| 25 | Monday   | Semester 1 Break Begins                                  |
|    |          | August   |
| 1  | Monday   | Semester 2 Counselling and Enrolment Begins              |
| 5  | Friday   | Semester 1 Break Ends                                    |
| 8  | Monday   | Semester 2 Begins  |
| 15 | Monday   | MBA and Year 2 BMHS Trimester 2 Study Break Begins       |
| 19 | Friday   | MBA and Year 2 BMHS Trimester 2 Study Break Ends         |
| 22 | Monday   | MBA and Year 2 BMHS Trimester 2 Final Examination Begins |
| 27 | Saturday | MBA and Year 2 BMHS Trimester 2 Final Examination Ends   |
|    |          | September  |
| 12 | Monday   | MBA and Year 2 BMHS Trimester 3 Enrolment Begins         |
| 12 | Monday   | BMHS Trimester 2 Ends                                    |
| 16 | Friday   | MBA and Year 2 BMHS Trimester 3 Enrolment Ends           |
| 19 | Monday   | MBA and Year 2 BMHS Trimester 3 Begins                   |
| 19 | Monday   | BMHS Trimester 3 Begins                                  |
| 26 | Monday   | Mid Semester Break Begins                                |
| 30 | Friday   | Mid Semester Break Ends                                  |

|    |          |  |
|----|----------|--|
|    |          | October  |
| 3  | Monday   | Semester 2 Resumes                                       |
| 7  | Friday   | Prophet Mohammed's Birthday                              |
| 10 | Monday   | Fiji Day   |
| 24 | Monday   | Diwali   |
| 31 | Monday   | MBBS Year 6 Final Examination Begins                     |
|    |          | November   |
| 11 | Friday   | MBBS Year 6 Final Examination Ends                       |
| 21 | Monday   | Semester 2 Study Break Begins                            |
| 25 | Friday   | Semester 2 Study Break Ends                              |
| 28 | Monday   | Semester 2 Final Examination Begins                      |
|    |          | December   |
| 5  | Monday   | MBA and Year 2 BMHS Trimester 3 Study Break Begins       |
|    |          | MBA and Year 2 BMHS Trimester 3 Study Break Ends         |
| 9  | Friday   | Semester 2 Final Examination Ends                        |
| 12 | Monday   | MBA and Year 2 BMHS Trimester 3 Final Examination Begins |
| 15 | Thursday | MBA and Year 2 BMHS Trimester 3 Final Examination Ends   |
| 16 | Friday   | BMHS Trimester 3 Ends                                    |
| 26 | Monday   | Christmas Day  |
| 27 | Tuesday  | Boxing Day   |

## University Handbook Calendar

[University Handbook and Calendar](#)

## Semester One Timetable link

[Teaching Timetable](#)

# Top Hat Learning Platform

All teaching and learning resources will be shared with students using tophat. Your class attendance and participation are compulsory as it makes up 15% of your coursework.

We will be using **Top Hat Pro** ([www.tophat.com](http://www.tophat.com)) for class participation. You will be able to submit answers to in-class questions using Apple or Android smartphones and tablets, laptops, or through text message.

You can visit the Top Hat Overview (<https://success.tophat.com/s/article/Student-Getting-Started-with-Top-Hat>) within the Top Hat Success Center which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system.

Should you require assistance with Top Hat Pro at any time please contact their Support Team directly by way of email ([support@tophat.com](mailto:support@tophat.com)), the in app support button. Specific *user information may be required by their technical support team when troubleshooting issues.*

## University Support Services

You can contact the following:

- Student Academics Services - [sas@unifiji.ac.fj](mailto:sas@unifiji.ac.fj)
- Finance Office for your Fees dues etc - [finance@unifiji.ac.fj](mailto:finance@unifiji.ac.fj)
- IT services for your moodle and email logins - [ITservices@unifiji.ac.fj](mailto:ITservices@unifiji.ac.fj)
- Student Counsellor- [ionee@unifiji.ac.fj](mailto:ionee@unifiji.ac.fj)
- Library Services- [library@unifiji.ac.fj](mailto:library@unifiji.ac.fj)
- Nursing Dept- [kamlap@unifiji.ac.fj](mailto:kamlap@unifiji.ac.fj)

# Student Academic Services & Examination

## Important Links

### Forms

- Undergraduate Application Form - <https://www.unifiji.ac.fj/apply/>
- Add & Withdrawal Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/REQUEST-TO-WITHDRAW-ADD-COURSE-SAS7-1.pdf>
- Resumption of Study Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/REQUEST-FOR-RESUMPTION-OF-STUDIES-SAS12-1.pdf>
- Change of Programme Form <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/REQUEST-FOR-CHANGE-OF-PROGRAMME-SAS8-1.pdf>
- Cross Credit Application Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-CROSS-CREDIT-SAS11-1.pdf>
- Student Request Form <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/STUDENT-REQUEST-FORM-SAS-10.pdf>
- Error! Hyperlink reference not valid.University Scholarship and Loan Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-UNIVERSITY-LOAN.pdf>
- Hire of Purchase of Gown Form - [Application for Hire/Purchase of Graduation gown](#)

## Examination (Assessment)

- Compassionate & Aegrotat Pass/Special Exam Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-COMPASSIONATE-AEGROTAT-PASS-SPECIAL-EXAM-SAS5.pdf>
- Reconsideration of Course Grade Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-RECONSIDERATION-OF-COURSE-GRADE-SAS9.pdf>
- Restricted Pass Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-RESTRICTED-PASS-SAS15.pdf>
- Supplementary Examination Form - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-SUPPLEMENTARY-EXAM-SAS-13.pdf>



- **Completion of Programme Form** - <https://www.unifiji.ac.fj/wp-content/uploads/2021/08/APPLICATION-FOR-COMPLETION-OF-PROGRAMME-FORM.pdf>

## **Programme Structure**

**Undergraduate Study** <https://www.unifiji.ac.fj/undergraduate-study/>

**Postgraduate Study** <https://www.unifiji.ac.fj/postgraduate-study/>

## **University Regulations for Student Conduct and Discipline**

**A copy of the University Regulations for Student Conduct and Discipline is posted on the Moodle and I acknowledge it as my responsibility to know and observe the provisions there of"**

<https://drive.google.com/file/d/1EuficbNBIOamZr6rpf7SK1Tr1bz8swcH/view?usp=sharing>

## **Student Grievance Procedures**

**Sign and return a copy to Student Academic Service.**

<https://drive.google.com/file/d/1EuficbNBIOamZr6rpf7SK1Tr1bz8swcH/view?usp=sharing>

## **Frequently Asked Questions – Student Support Services**

<https://www.unifiji.ac.fj/wp-content/uploads/2021/08/Uni-Fiji-FAQ-2.pdf>

## **Contact US**

<https://www.unifiji.ac.fj/contact-us/>

## **Facebook Page Link**

<https://www.facebook.com/UniFiji>

## **Instagram Page Link**

[https://www.instagram.com/the\\_university\\_of\\_fiji/?hl=en](https://www.instagram.com/the_university_of_fiji/?hl=en)

## **Online Live Chat**

[Innovative Chat Platform](#)

# Finance Support and Fees Details

**The University of Fiji**

**OPTION 1: BANK TRANSFER/DIRECT DEPOSIT**

Bank Account Name: **The University of Fiji**  
Bank Account Number: **9800966104**  
Bank Address: 1 Thompson Street, Suva  
Bank Name: Westpac Banking Corporation  
BSB or IBAN/SWIFT/Routing No WPACFJFX

**OPTION 2: MPAISA**

Make MPaisa payment to Business Name: **The University of Fiji**  
Business Number: **21672**

*(Please ensure that when making payment note down the student ID number in the narration or reference part)*

